

Par. 1. Material Transmitted and Purpose – Transmitted with this Manual Letter are changes to Service Chapter 510-07 Healthy Steps Eligibility Factors. New language is in red and underlined and removed language has been struck through. This manual letter incorporates and supersedes IM 5112, "Tax Refunds", IM 5144, "Income from Spirit Lake Nation and Sisseton-Wahpeton Oyate Lake Traverse Reservation"; IM 5160, "Tax Refunds"; IM 5163, "2013 Medicaid Poverty Levels"; IM 5162 and Revised IM 5162, "NUMIDENT – Invalid Matches with Social Security; IM 5169, "Healthy Steps Children Entering a Public Institution"; and IM 5170 "Healthy Steps Premium Rates".

Individuals Covered 510-07-20-10

Language in subsection 2(d)(vi) is changed to correct a grammatical error.

2. A child is not eligible for Healthy Steps if:
 - d. The child had creditable health insurance coverage within the past six months, unless the coverage was terminated:
 - vi. By a parent because the monthly premium the family is responsible to pay for the health insurance exceeds, and is expected to exceed, 15% of the family's gross monthly income. The family's gross month~~ly~~ly income means the countable self-employment income (not including the Adjusted Gross Income Deduction), plus the gross earned and unearned incomes of all individuals in the Healthy Steps unit.
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Social Security Numbers 510-07-25-50

Language is added to subsection 6 to include direction for those situations when an individual's Social Security Number does not match NUMIDENT. This **supersedes** IM 5162 and Revised IM 5162.

6. Social Security numbers are electronically verified through the NUMIDENT system for all recipients. When a number is reported as not valid, the recipient must provide their valid SSN in order to continue eligible for Healthy Steps.

NUMIDENT - This interface is used to verify an individual's social security number, age and sex. Administrative Manual Section 448-01-50-15-60, "NUMIDENT" provides additional information regarding the NUMIDENT interface, and defines the alerts that are created when the NUMIDENT match is determined 'Invalid'.

When the return NUMIDENT file is processed, the following indicators display in the NUMIDENT field on Client Profile in both TECS and Vision with the results of the match:

- Blank - means the information has not been sent to Social Security Administration
- I - Invalid match for social security number
- S - Sent to Social Security Administration for verification
- V - Valid match for social security number

If the indicator is 'I' (invalid) the SSN, name, date of birth or sex of the individual was an invalid match with the SSA information.

When the worker receives one of the following alerts, a valid or active SSN has not been provided.

- SSN Invalid
- SSA has different SSN for client, a valid SSN has not been provided.
- More than 1 SSN at SSA

When the worker receives one of the following alerts, information entered into the system may be incorrect or the individual's NUMIDENT record at SSA has incorrect information.

- SSN Invalid - sex does not match
- SSN Invalid - DOB does not match
- Sex & DOB do not match SSA
- Name does not match SSN

The eligibility system may be incorrect or the individual's NUMIDENT record at SSA has incorrect information. The worker should check the information entered into the system for accuracy. If the worker is unable to determine if the information in the system is accurate, the worker must contact the household (via phone or notice) to determine the correct date of birth or sex and then correct the information in the system. If the worker contacts the household by phone, the contact must be thoroughly documented in the

narrative. The worker must document the request and give the household 10 days to provide the number.

- If the household refuses to provide the SSN, or fails to respond to the request, that individual's coverage must be ended or denied.
- If the household requests additional time, another 10 days may be allowed.
- Household members who are not requesting coverage are not required to provide a SSN.

If the individual can only show a request date and not a number, they have until the next review to provide a SSN, or eligibility will end for that individual. Newborns may be eligible until the month of their first birthday with a request date, after that, a SSN must be provided.

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Public Institutions and IMDs 510-07-25-65

Language is changed in subsection 1(a) to include the requirement to notify the Healthy Steps Administrator in order to notify the Healthy Steps vendor when a child enters a public institution. Repetitive language was removed. This **supersedes** IM 5169.

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1. An "inmate" of a public institution is not eligible for Healthy Steps unless the eligible individual is a child under the age of 19 who is determined to be continuously eligible. Such child remains eligible for Healthy Steps; however, no medical services will be covered during the stay in the public institution.
~~An "inmate" of a public institution is not eligible for Healthy Steps.~~
 - a. A public institution is an institution that is the responsibility of a governmental unit or over which a governmental unit exercises administrative control, but does not include a medical institution.

Examples include (but are not limited to): ~~School for the Blind,~~ ~~School for the Deaf,~~ North Dakota Youth Correctional Center, Women's Correctional Center in New England, North Dakota State Penitentiary, Bismarck Transition Center, and city, county, or tribal jails.

The Bismarck Transition Center (BTC) is a community-based correctional program designed to help eligible, non-violent offenders transition back into the community, and is a public institution. Individuals entering this facility as "inmates" who are sent to the facility for assessment purposes are committed under the penal system and will be arrested if they leave. Because such individuals are "inmates," they are not eligible for Medicaid or Healthy Steps. (Individuals entering this facility on a voluntary basis while on probation are not "inmates.")

If a worker is notified that a Healthy Steps child has entered a public institution, the worker must email the Healthy Steps Administrator, at the state office as soon as possible, so the Healthy Steps vendor may be notified. The Healthy Steps child's name, Social Security Number, date of birth, date admitted to the public institution, and date of release, if known, must be included.

While some institutions are owned or controlled by governmental entities, they do not meet the definition of public institutions because they are medical institutions.

Examples include (but are not limited to): School for the Blind, School for the Deaf, State Hospital, State Developmental Center at Grafton, Veterans Administration Hospitals, and the North Dakota Veteran's Home.

Unearned Income 510-07-40-20

Language is added to subsection 3(n) to **clarify** that Three Affiliated Tribes Elderly Payments is countable gaming income.

3. Types of unearned income include but are not limited to:
 - m. Stipends received to attend an educational facility or training (other than those stipends specifically excluded for victims of domestic violence in 05-40-30); **and**

- n. Payment of proceeds or profits to enrolled tribal members from tribal gaming/gambling establishments including Three Affiliated Tribes Elderly Payments (the payments are to be annualized and prorated over 12 months); and
 - o. Sisseton-Wahpeton Oyate Lake Traverse Reservation Food Distribution Program casino cash payments to the elderly is a recurring lump sum payment to be prorated over the period it is intended to cover; and
 - p. Spirit Lake Nation payments for grades are considered non-recurring lump sums.
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Income Levels 510-07-40-40

This section is updated to reflect the change in the Federal Poverty Levels **effective 04-01-13**. This **supersedes** IM 5163.

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Levels of income for maintenance must be used as a basis for establishing financial eligibility for Healthy Steps. The Healthy Steps income levels represent the amount of income reserved to meet the maintenance needs of an individual or family.

The Healthy Steps Income Level is equal to one hundred and sixty percent of the poverty level, applicable to a family of the size involved. The family size is increased for each unborn when determining the appropriate family size.

Number of Persons:	Monthly Income Level:
1	\$1533 <u>1490</u>
2	2067 <u>2018</u>
3	2603 <u>2546</u>
4	3139 <u>3074</u>
5	3675 <u>3602</u>
6	4213 <u>4130</u>
7	4749 <u>4658</u>
8	5283 <u>5186</u>
9	5819 <u>5714</u>
10	6306 <u>6242</u>
Effective April 1, 2012 2013	

For each additional household member over 10, add ~~\$536~~ \$528.

Premium Rates 510-07-55-10

This section is rewritten to include the change in the Healthy Steps Premium Rates effective July 1, 2013. This **supersedes** IM 5170.

~~Premium Payments for Healthy Steps are established by the Insurance Carrier and are usually for a two-year period. Premiums for individuals who are American Indian/Alaska Native are slightly higher than those for all other individuals because Federal law prohibits imposition of co-payments for these individuals. Premium payment amounts are as follows:~~

American Indian/Alaska Native	All Others
274.84	272.33
Effective 7-01-2011	

Premium payments for Healthy Steps are established by the Insurance Carrier, the North Dakota Department of Human Services along with their contracted Actuary, and the North Dakota Insurance Department and are usually for one year.

Premiums for individuals who are American Indians/Alaskan Natives are slightly higher than those for all other individuals because Federal law prohibits imposition of co-payments for these individuals.

Effective July 1, 2013, there will be 2 vendors involved. Blue Cross Blue Shield of North Dakota for Medical and Vision coverage, and Delta Dental for Dental coverage.

The Medical coverage payments will have a total of 16 different rates differentiated by:

Age:

Male and Female age < 1

Male and Female ages 1 to 5

Male and Female ages 6 to 14

Male and Female ages 15 +

Location:

Urban (Burleigh and Cass Counties)

Rural (All other Counties)

And Race (Medical Only):

Non-Native American

Native American

Both Dental and Vision premium payments will have 8 different rates—differentiated by age and location.

Medical Coverage Rates:

<u>Age:</u>	<u>Location:</u>	<u>Non-Native/Native American:</u>	<u>Rate:</u>
<u>0-1</u>	<u>Urban</u>	<u>Non-Native American</u>	<u>\$900.11</u>
<u>0-1</u>	<u>Urban</u>	<u>Native American</u>	<u>\$902.36</u>
<u>0-1</u>	<u>Rural</u>	<u>Non-Native American</u>	<u>\$730.20</u>
<u>0-1</u>	<u>Rural</u>	<u>Native American</u>	<u>\$732.03</u>
<u>1-5</u>	<u>Urban</u>	<u>Non-Native American</u>	<u>\$248.10</u>
<u>1-5</u>	<u>Urban</u>	<u>Native American</u>	<u>\$248.79</u>
<u>1-5</u>	<u>Rural</u>	<u>Non-Native American</u>	<u>\$190.86</u>
<u>1-5</u>	<u>Rural</u>	<u>Native American</u>	<u>\$191.39</u>
<u>6-14</u>	<u>Urban</u>	<u>Non-Native American</u>	<u>\$232.93</u>
<u>6-14</u>	<u>Urban</u>	<u>Native American</u>	<u>\$234.23</u>
<u>6-14</u>	<u>Rural</u>	<u>Non-Native American</u>	<u>\$179.19</u>
<u>6-14</u>	<u>Rural</u>	<u>Native American</u>	<u>\$180.19</u>
<u>15-18</u>	<u>Urban</u>	<u>Non-Native American</u>	<u>\$404.40</u>
<u>15-18</u>	<u>Urban</u>	<u>Native American</u>	<u>\$406.38</u>
<u>15-18</u>	<u>Rural</u>	<u>Non-Native American</u>	<u>\$316.34</u>
<u>15-18</u>	<u>Rural</u>	<u>Native American</u>	<u>\$317.89</u>
		<u>Effective 07-01-13</u>	

Vision Coverage Rates:

<u>Age:</u>	<u>Location:</u>	<u>Rate:</u>
<u>0-1</u>	<u>Urban</u>	<u>\$0.00</u>
<u>0-1</u>	<u>Rural</u>	<u>\$0.00</u>
<u>1-5</u>	<u>Urban</u>	<u>\$1.47</u>
<u>1-5</u>	<u>Rural</u>	<u>\$1.78</u>
<u>6-14</u>	<u>Urban</u>	<u>\$7.15</u>
<u>6-14</u>	<u>Rural</u>	<u>\$8.68</u>
<u>15-18</u>	<u>Urban</u>	<u>\$8.51</u>
<u>15-18</u>	<u>Rural</u>	<u>\$10.33</u>
	<u>Effective 07-01-13</u>	

Dental Coverage Rates:

<u>Age:</u>	<u>Location:</u>	<u>Rate:</u>
<u>0-1</u>	<u>Urban</u>	<u>\$ 0.00</u>
<u>0-1</u>	<u>Rural</u>	<u>\$ 0.00</u>
<u>1-5</u>	<u>Urban</u>	<u>\$15.26</u>
<u>1-5</u>	<u>Rural</u>	<u>\$15.26</u>
<u>6-14</u>	<u>Urban</u>	<u>\$35.64</u>
<u>6-14</u>	<u>Rural</u>	<u>\$37.51</u>
<u>15-18</u>	<u>Urban</u>	<u>\$36.63</u>
<u>15-18</u>	<u>Rural</u>	<u>\$34.96</u>
	<u>Effective 07-01-13</u>	

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Par. 2. Effective Date -- This manual letter is effective for the benefit month
of August 2013 **except as indicated.**

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